

CERTIFICATION STANDARDS & PRACTICES
ADVISORY COUNCIL
MEETING MINUTES

THURSDAY, JULY 7, 2005

*Higher Education Complex
2500 Broadway
Helena MT 59620
Conference Room 102A*

Items are in the order they were addressed at the meeting.

CALL TO ORDER

CSPAC Acting Chair, Mr. Scott McCulloch, called the Certification Standards and Practices Advisory Council meeting to order on Thursday, July 7, 2005 at 8:30 A.M. CSPAC council members present were: Mr. Scott McCulloch, Acting Chair; Dr. George White; Ms. Charla Bunker; Dr. Douglas Reisig; Ms. Melodee Smith-Burreson; Ms. Kim Warrick; and Ms. Tonia Bloom. Staff members present were: Mr. Peter Donovan, Administrative Officer for CSPAC; Mr. Steve Meloy, Executive Secretary to the Board of Public Education; Ms. Suzan Hopkins, Administrative Assistant for the Board of Public Education; and Ms. Megan Kerzman, CSPAC Administrative Assistant. The following people signed the meeting roster: Ms. Deena Alley, UM-Western; Dr. Linda Peterson, OPI; Mr. Darrell Rud, SAM; Ms. Cathy Warhank, OPI; Mr. Bob Vogel, MTSBA; Dr. Bob Clemens, MSU; Ms. Bonnie Graham, MSU-Billings; Mr. Erik Burke, MEA-MFT; Dr. Claudette Morton, MSSA; Mr. Michael Hall, OPI; Mr. Fred Seidensticker, NRES; and Ms. Nancy Coopersmith, OPI.

Mr. McCulloch turned the meeting over to Mr. Donovan for the election of the Chair.

Nomination: Ms. Charla Bunker nominated Mr. McCulloch because of his years of service on CSPAC and his intuitive leadership skills. Ms. Melodee Smith-Burreson seconded the nomination. Nomination was unanimously approved.

Mr. McCulloch ran the election of the Vice-Chair.

Nomination: Ms. Charla Bunker nominated Dr. George White for the position of Vice-Chair because his leadership and coordination are benefits to the council. Ms. Melodee Smith-Burreson seconded the nomination. Nomination was unanimously approved.

Mr. McCulloch welcomed Ms. Megan Kerzman, the new CSPAC administrative assistant, and Ms. Kim Warrick, the new CSPAC specialist, to the council. Mr. McCulloch also congratulated Dr. George White on his new duties as Provost and Vice-Chancellor of Academic Affairs at MSU-Billings.

Mr. McCulloch requested that the council have flexibility with the agenda due to the number of presentations from outside sources. Mr. McCulloch asked the council for a motion to approve the agenda as printed with some notice as to items 7 and 8.

Motion: Dr. George White moved to approve the agenda and Dr. Doug Reisig seconded the motion. The council unanimously accepted the agenda.

Motion: Ms. Tonia Bloom voted to approve the March 9th CSPAC meeting minutes. Dr. George White seconded the motion. Motion was unanimously approved.

Mr. Donovan provided a review of CSPAC correspondence. Mr. Donovan has been invited to participate in the State Mentor Task Force that is being facilitated by OPI. He and Ms. Smith-Burreson have attended several meetings to date, and Mr. Donovan informed the council of the upcoming Mentor Institute to be held at MSU-Billings later in July. He also mentioned the Montana Educator Forum to be held in September, which was the focus of a letter from Superintendent Linda McCulloch. The latest copy of the NASDTEC Communicator was included in correspondence as an information item. Mr. Donovan reviewed a letter from Dr. Robert McDonald concerning the Western States Certification Consortium for Troops to Teachers, of which Mr. Donovan is an Advisory Board member. The final piece of correspondence was an article describing Dr. White's new duties as Interim Provost and Vice-Chancellor of Academic Affairs at MSU-Billings.

Mr. McCulloch noted Mr. Donovan's active involvement with NASDTEC and gave his support for Mr. Donovan to serve on the Troops to Teachers Consortium.

Ms. Warrick gave a brief introduction of herself and her qualifications.

INFORMATION ITEMS

ITEM 1 EXECUTIVE COMMITTEE REPORT – Mr. Scott McCulloch

Mr. McCulloch reviewed the committee appointments, which will remain the same with the exception of Ms. Warrick being the new chair of the Research Projects Oversight Committee. The council set the meeting calendar for the upcoming 2005-2006 year. The meetings are as follows: October 6-7, 2005 in Bozeman with the Council of Deans; January 19 in Helena; March 9-10 in Helena with the Board of Public Education; and July 6 in Helena.

The council set its goals for the upcoming 2005-2006 year.

Motion: Dr. Doug Reisig moved to continue the goals from 2004-2005 into 2005-2006. Ms. Melodee Smith-Burreson seconded the motion. Motion unanimously passed.

Dr. George White suggested a specific goal directed at researching issues. The discussion was moved to later in the agenda, under Item 11.

Mr. McCulloch told the council his plan to bring forth at the next meeting changes to the CSPAC Bylaws concerning the election date of the Chairperson for the council as well as the restructuring of the council committees.

During the evaluation of the goals, Dr. Doug Reisig asked a question of the council about meeting the CSPAC goal of “Retention of Education Personnel.” Ms. Melodee Smith-Burreson mentioned the CSPAC’s involvement with the Mentoring program as a possible way of meeting the “Retention” aspect of the goal. A general discussion was held concerning professionalism, ethics, certification of paraprofessionals and “highly qualified teachers,” Troops to Teachers, and monitoring programs and opportunities. Dr. White opened a discussion on the language changes to Chapter 57, the control the changes bring, and the resulting changes in certification. Dr. Reisig asked if the language changes broadened the opportunities for people to enter the education profession or if it narrowed the opportunities for people entering Montana. Mr. Peter Donovan spoke about “state-approved” alternative certification routes. Dr. White explained that the language changes provide some operational definitions and that the numbers do not seem to be decreasing extensively due to the language changes, but may in fact be bringing in more teachers through alternate routes. Dr. White also indicated that OPI has agreed to provide an annual report to CSPAC on the number of applicants for licensure who are impacted by changes to Chapter 57.

The council devised a list of topics they will probably be dealing with in the next 3-5 years to present to the Board of Public Education. The list includes: reciprocity (including between districts within the state) and “highly qualified teacher;” paraprofessional certification/licensure (could be an amendment to Chapter 57); distance education; Indian Education for All; re-authorization of IDEA; re-authorization of ESEA (NCLB); re-authorization of HEA II.

ITEM 3 ADMINISTRATIVE OFFICER’S REPORT – Mr. Pete Donovan

Mr. Donovan reviewed the meetings he recently attended. Mr. Donovan discussed the NASDTEC “Enhancing Troops to Teachers” grant and his work as chair of the committee that will be overseeing the “Enhancing Troops to Teachers Mobility” study. Mr. Donovan welcomed the new re-appointees, Dr. George White and Ms. Charla Bunker, back to their positions and Ms. Kim Warrick to her new position on the council. The council chose to forgo the annual newsletter and stick with the brochure only, due to the ongoing updating of the BPE/CSPAC webpage.

Motion: Dr. Doug Reisig moved to forgo the expense of the newsletter and use the webpage. Dr. George White seconded the motion. Motion unanimously passed.

Mr. Donovan also showed the council the updated home page of the Board of Public Education on the website.

Dr. White spoke briefly on a presentation he attended at the NASDTEC conference in San Antonio, which suggested making teacher education a focal point of the universities. Dr. White explained that Texas experienced increases in the number of teachers, of minority teachers, and of high-needs area teachers such as math, science, foreign language, bi-lingual, and special education by making teacher education a focal point in the state’s universities.

Mr. McCulloch welcomed the esteemed group of visitors to the meeting, and a short break was taken until 10:00 A.M.

ITEM 4 PROFESSIONAL ETHICS COMMITTEE REPORT – Ms. Tonia Bloom

Ethics Panel Discussion – Participants were: Dr. Bob Clemens, Director of Field Placement and Teacher Certification, College of Education, Health and Human Development, MSU Bozeman; Mr. Bob Vogel, Director of Governmental Relations, MTSBA; Ms. Cathy Warhank, Chief Legal Counsel, OPI; and Mr. Erik Burke, Director of Public Policy, MEA-MFT. The panelists spoke about their roles along the path an educator takes, from starting out as a student and going through scrutiny from the Professional Practices and Certification Committee at MSU Bozeman, of which Dr. Clemens is a member, to applying for a license with OPI, to being represented by MEA-MFT in a case of alleged ethical misconduct.

Dr. Bob Clemens explained how the Professional Practices and Certification Committee he is a part of has the ability to deny entry to the teacher education program, to remove a student from the program, to make professional judgments, and to create program basics. He stated that individual rights come second to the public school children's rights and safety. The program basics that the Committee devised provide guidelines for professional behavior for educators, such as appropriate social interactions.

Ms. Cathy Warhank explained the two times OPI comes into contact with educators in an ethical setting. The first is Phase I, when the educator applies for a license and goes through a background check in order for the Superintendent to check the educator's fitness to teach or be with children. The background check doesn't necessarily only look for convictions, OPI looks for patterns of behavior and deals with each red flag on a case-by-case basis. Phase II is when OPI has been notified of inappropriate conduct and a license suspension or revocation is requested. Ms. Warhank stressed that school boards are required to report immoral conduct of any of the educators in their district to OPI.

Mr. Bob Vogel expressed his belief that ethics is a huge part of any profession, especially education. Mr. Vogel examined the Professional Educators of Montana Code of Ethics that CSPAC adopted in 1997 and suggested that the council reexamine the Code and re-adopt it.

Mr. Erik Burke spoke about the MEA-MFT union's role in cases of ethical misconduct, which is usually defending the educator and the behavior. Mr. Burke stated his belief that most teachers live and work by the code of ethics and it builds upon itself through the children learning ethical practices, but that as humans, teachers are going to be subject to unethical behaviors under certain circumstances and we need to watch for those circumstances. He suggested that over-reliance on high stakes testing may lead to unethical behavior in the classroom. Mr. Burke stressed that MEA-MFT promotes ethical behavior and professionalism through professional development and one-on-one career advising. He also suggested educators evaluating other educators (such as peer review), because he feels educators will be much more critical of a colleague's behavior than an administrator would be.

The panel discussed some emerging ethical issues such as testing, which could lead to unethical behavior due to the push for outcomes; policies, such as advising school boards and creating guidelines surrounding educator advancement (is it being done for the right reasons?); salary and promotion incentives; appropriate use of technology; performance with severely limited resources; dress code; and diploma mills, which according to Ms. Warhank are not a problem here, yet, to her knowledge. Ms. Warhank mentioned that some people don't know their degree is fake. OPI is working with MTSBA and MEA-MFT in order to help decrease the appearance of fake diplomas. Another discussion topic was improved communication between teacher preparation programs, schools, and the state. Dr. Clemens suggested a meeting between the universities and the state in which the universities could be informed of the standards the state would deny licensure for, in order to prevent students from spending the time and effort completing a teacher preparation program only to be denied licensure by the state after finishing. Accredited programs versus credits was also a discussion topic, namely a piecemeal degree from an organization such as Excelsior College. Ms. Bunker suggested developing a state-run unit that educators could contact to determine the legitimacy of a degree or professional development program they are

interested in. In recapping, Ms. Warhank and Dr. Clemens both explained that when examining background checks, “recency, frequency, and severity” are looked at in conjunction with ethical issues on records.

BREAK FOR LUNCH at 11:58 A.M.

RECONVENED at 1:30 P.M.

ITEM 7 AREA OF SPECIAL PERMISSIVE COMPETENCY – Technology

Michael Hall, OPI; Dr. Claudette Morton, Montana Small Schools Alliance; and Fred Seidensticker, Northern Rockies Educational Services presented for the council’s consideration a draft of language for an Area of Special Permissive Competency in the area of technology. Mr. Hall explained that the group has met, both K-12 and higher education, several times to discuss what kinds of requirements would need to be met in order for an educator to be awarded an “area of special permissive competency” notice on his or her license. Mr. Seidensticker expressed his belief that this A.S.P.C. would be a special recognition for coming forward and wanting to learn about the uses of technology, as well as the possibility of the A.S.P.C. bringing some teachers up to the “high-quality” level in terms of technology proficiency. The idea has been discussed with Senators Baucus and Burns as well as several universities around the state. Dr. Morton presented the council with a timeline of technology in the classroom and told the council it has the opportunity to set the guidelines on the A.S.P.C.

Mr. Hall stated that good conversations have been started, good input has been given concerning this topic, and the universities seem excited to work on this project because it will provide some common language across the state. Upon Dr. Reisig’s request, Mr. Hall provided a list of websites where one can read documentation of technology’s effect on student performance. #1 The Center for Applied Research in Educational Technology (CARET) <http://caret.iste.org/>; #2 The What Works Clearinghouse (WWC) <http://www.whatworks.ed.gov/>; #3 Metiri Database -Technology Solutions that Work <http://www.metiri.com/techsolutions/>. On this page, new users will need to establish an account by entering the "Group Token" for Montana, which is C28-MT. With this token, Montana educators will have access to the Literacy solutions section of the website until next February. It is okay to share the group token with other Montana educators. Ms. Bunker asked about the definition of “technology,” to which Mr. Hall replied that each district seems to define technology for itself when budgeting. In response to a question from Dr. White about how much preparation would be necessary and what different technologies would be covered, Mr. Hall explained that the standards are a step down from a “major,” known as a “technology leader,” and a step up from a “regular” teacher. The A.S.P.C. has been placed on the agenda for the October meeting.

ITEM 8 UPDATE ON “HIGHLY QUALIFIED” – Ms. Nancy Coopersmith

Ms. Coopersmith, OPI, provided the council with an update on the No Child Left Behind Act, which provides resources for Montana schools and also makes the state stretch and think about what we can improve. The Department of Education had reviewed Montana’s definition of “highly qualified” and sent a letter to Superintendent McCulloch explaining where Montana does not meet the requirements. Ms. Coopersmith stressed that it is not that our teachers are not highly qualified, it is that the Department of Education thinks the teachers are not currently meeting the definition of “highly qualified.” Montana is one of three states, with Iowa and Nebraska, that don’t have a paper/pencil test for new teachers, which is one of the areas Montana’s definition is lacking, a “rigorous test.” A draft response to the Department of Education letter has been sent. Ms. Coopersmith stated that nearly 84% of Montana school districts would qualify for federal aide under the Small Rural Schools Act, which would allow the districts three more years to meet NCLB requirements. Ms. Coopersmith also spoke briefly on the broadfield social studies endorsement that could present a problem with NCLB. Mr. McCulloch asked for clarification on

who should be more worried about what courses to take, pre-service teachers or teachers currently in the field, to which Ms. Coopersmith agreed pre-service teachers should be a bit more worried.

**ITEM 10 PRE-PROFESSIONAL PREPARATION AND DEVELOPMENT COMMITTEE –
Dr. George White**

Ms. Coopersmith gave a report on Indian Education for All Montanans, including the budget, which is broken down into educational grants and scholarships, personnel, operating expenses, and other (Best Practices Conference, MACIE meetings, and Public Education Campaign).

Dr. Linda Peterson, OPI, gave an update on the status of the Teacher Testing Pilot Study, which uses the Praxis exam. Montana is looking for a way to measure competency without using a paper/pencil test, a way to measure content and teaching skills. Dr. Peterson explained that there have been several problems with ETS, the service who administers and scores the Praxis test for Montana; score sheets have been misplaced and results have had questionable reliability and validity. Dr. White expressed his opinion of an element of testing: to get the standardized scores of somewhere between 100-199 for sixty candidates is meaningless, other than finding out the median and the mean. Dr. White is interested in getting the subset break-downs in order to compare how teacher candidates from different universities are doing in relation to other universities and to the nation, in order to determine how and where the universities can improve their curriculums.

Dr. White gave an update on the Council of Deans meeting and a proposed multiple-measures “rigorous test.” This multiple-measures score would include an educator’s content area GPA, 1-4 scale rating on student teaching, and a quartile rating on how the educator did on the Praxis I test. One of the problems with this measure is setting a cut-off score, the lowest acceptable score. Dr. White explained that the Praxis does not measure skill in teaching, it measures knowledge and what you should do; you demonstrate skill in the classroom. Dr. Reisig asked about the likelihood of a paper/pencil test to meet the federal definition of “highly qualified,” to which Dr. Peterson answered, “I take the fifth.” Ms. Warrick spoke about hiring requirements for special education and how that is affected by NCLB. In the past, the Board commissioned a study on the paper/pencil Praxis test that found a bias for American Indians and other minorities.

A short break was taken and the meeting reconvened at 3:20 P.M.

Dr. Reisig stated his interest in the paper/pencil test approach as part of the multiple-measures. Ms. Tonia Bloom expressed her opinion of the paper/pencil test, as part of the multiple-measures, being a meaningful part and therefore having a cut-score. Ms. Bunker asked how something could be meaningful if the service has been so unreliable (referring to ETS and the Praxis). Dr. Peterson stated that Montana believes it already has a reliable multiple-measures test. Dr. White made the comparison between a test for teaching and a test for driving, stating that just because you take and pass the test does not make you a competent driver, it merely means you have the capacity to go tear up vehicles on the road.

The PEPPS Committee discussed the PEPPS manual structure and format; communication and delivery plan; Indian Education for All and incorporating it into every aspect; and including “technology” into existing language. Dr. Peterson stressed generality in the definition of “technology” because the PEPP Standards last for seven years and the definition, if specific, would become obsolete. Dr. White commended Dr. Peterson on her hard work and her excellent job on this project and for her work with the numerous committees that are currently working on pieces of the PEPPS rewrite. Ms. Bloom asked Dr. Peterson about the issues facing the social studies endorsement in compliance with NCLB.

Dr. White introduced the new NCATE/State Partnership Protocol, which is a new contractual write-up setting guidelines for how future initial/continuing/probation reviews of Professional Education Units

shall be conducted. The guidelines explain each team member's role in the review process and who pays for each part of the review.

ITEM 2 BOARD OF PUBLIC EDUCATION REPORT – Mr. Steve Meloy

Mr. Meloy apologized for his absence from the meeting in the morning. Mr. Meloy explained some new language in the legislation of Senate Bill 152, brought about because the Legislature feels uncomfortable funding something they don't have much control over and the Legislature doesn't want the Board of Public Education driving up the cost of education without Legislative oversight. He also provided a brief update on the Quality Schools Interim Committee. Superintendent Linda McCulloch and Board Chair Dr. Kirk Miller are both ex-officio members of the Committee and are doing well providing their input and experience, stated Mr. Meloy. The QSIC has come up with a way to collect information from school districts and the public, via online surveys, and a compensation study contract has been awarded to MSU Bozeman, which will collect data that is mostly already collected and available. Mr. Meloy spoke about the bullying bill and its reassignment to the Healthy Schools Network through OPI; the P-20 committee work, including dual-enrollment (college professors teaching high schools students via distance learning without a license and advanced placement teachers teaching college-level material); and the assessment alignment task force, in which Dr. Peterson is active. Mr. Meloy explained the CSPAC budget and the research budget, which is currently funding some of the operating costs of the CSPAC. The research fund was nearly lost in the last Legislative session, but was saved and now Mr. Meloy strongly suggested that the Council use the research fund well.

ITEM 5 MONTANA COMMISSION ON TEACHING COMMITTEE Ms. Melodee Smith-Burreson

Ms. Smith-Burreson gave an update on the Montana Mentoring Task Force, which is devising a mentor program template on CD and a bibliography of resources, examining best practices for mentoring, defining mentoring, and looking at basic and advanced mentor programs. The task force hopes to have a rough draft of the program template by the end of July. The task force also reviewed several out-of-state and in-state mentoring programs.

Ms. Smith-Burreson also spoke about her work on the task force that produced "Facing the Challenge – Teacher Preparation at the University of Montana in the 21st Century." The group met numerous times over the past year and presented this report to George Dennison.

Ms. Smith-Burreson briefly mentioned the NCTAF conference she will be attending July 10-12 in Denver, Colorado, with Mr. Donovan and Mr. Meloy. Mr. McCulloch asked about the funding for this conference and then asked for a motion to participate in this conference.

Motion: Dr. George White moved for CSPAC participation in the NCTAF conference held in Denver. Ms. Tonia Bloom seconded the motion. Motion unanimously passed.

Mr. Donovan then explained that the funds will come from the Montana Commission on Teaching, so the previous motion was considered moot.

ITEM 6 LICENSURE COMMITTEE REPORT – Dr. Doug Reisig

Dr. Reisig attended a paraprofessional consortium meeting June 6-7 in Helena where he worked with a group on examining the OPI paraprofessional standards and competency checklist and

comparing and contrasting that with the Council of Exceptional Children Knowledge and Skill Statement, finding commonalities between the documents, dovetailing them together, and coming up with a document that could be used as a first step towards paraprofessional licensure. Dr. Reisig stated this is an ongoing process and that various pathways to paraprofessional licensure are being looked at.

Dr. Reisig asked that the Regional Advisory Committee update be moved to the October meeting when the RAC's activities are done; RFPs have been released and contracts will be awarded later this year. He expressed that this is a good program, but it will lose money in Montana due to the low population.

Dr. Reisig touched on foreign language certification, and Mr. McCulloch requested that someone (Mr. Donovan volunteered) speak to OPI and find out what endorsements are currently available concerning foreign language.

ITEM 9 PROFESSIONAL DEVELOPMENT AND RENEWAL COMMITTEE REPORT
Ms. Charla Bunker

Ms. Bunker requested to be reassigned to co-chair a different committee with someone, due to the lack of information ever presented by her committee. Mr. McCulloch indicated he will propose a new committee structure at the October CSPAC meeting.

ITEM 11 RESEARCH PROJECTS OVERSIGHT COMMITTEE REPORT – Scott
McCulloch

Mr. McCulloch handed this committee over to Ms. Kim Warrick at the beginning of the meeting, and Mr. Pete Donovan spoke about three possible research projects the CSPAC could participate in. Mr. Donovan gave a short background on the "Who Will Teach Montana's Children" studies, recommending the Council not conduct an update study due to the labor market study being done by the Quality Schools Interim Committee. The P-20 Data Needs Assessment would help identify data points that would be most beneficial in creating links between teacher preparation programs, teacher licensure at OPI, and school districts. CSPAC's participation in the Distance Education Program could be to fund a survey of participants to determine teacher/student satisfaction. The Higher Education Consortium could use CSPAC's assistance via funding a survey to support either the professional development component or teacher recruitment and retention component of the grant project. Mr. Donovan also asked that any other possible research projects be emailed to him. Choosing a research project has been made an action item for October's agenda.

Dr. White brought forth the idea of placing the Council at the use of other organizations in the field of funding and conducting research. Ms. Bloom commented on Dr. White's suggestion, stating that the Council needs to be careful about who it collaborates with. Ms. Bloom also suggested a study on all-day kindergarten, but Mr. McCulloch explained that it doesn't really fall under the realm of CSPAC's jurisdiction (certification and licensure).

ITEM 12 PLAN FOR FUTURE CONFERENCES

Mr. Donovan announced the National Commission on Teaching and America's Future: Partner States' Symposium in Denver, CO that will be held July 10-12, 2005.

Mr. Donovan told the Council about the Montana Mentor Institute, to be held in Billings, July 28-29.

The Montana Educator Forum will be held Friday, September 30, 2005. Mr. Donovan recommended the closing performance that will feature children from the School for the Deaf and Blind performing "Expressions of Silence."

ITEM 13 FUTURE AGENDA ITEMS

- A. Review of Bylaws – action item
- B. Joint Council of Deans meeting
- C. A.S.P.C. – Technology – action item
- D. Code of Ethics review and reauthorization – action item
- E. Discussion of concept of Diploma Mills – possible action later
- F. Position statement on multiple-measures proposal – action item
- G. Discussion of licensure issues between higher ed. and high school vis-à-vis the offering of classes: Is an A.P. teacher licensed in a way that's different than a teacher at the college, etc.
- H. NCATE contract – action item
 - What would be the cost difference for colleges between doing it the old way vs. the new way at each university (financial statement per each university)?
- I. Position statement on teacher-testing – discussion and action item (Mr. McCulloch added this point)

ITEM 14 PUBLIC COMMENT ON ITEMS WITHIN THE JURISDICTION OF CSPAC

Dr. White introduced his colleague Ms. Bonnie Graham, Certification and Licensure and Field Experience Officer.

ADJOURN

Motion: Dr. George White moved to adjourn the meeting. Ms. Kim Warrick seconded. Motion unanimously passed.

Mr. McCulloch adjourned the meeting at 4:40 P.M.

The Certification Standards and Practices Advisory Council will make reasonable accommodations for known disabilities that may interfere with an individual's ability to participate. Persons requiring such accommodations should make their requests to the Board of Public Education as soon as possible before the meeting to allow adequate time for special arrangements. You may write or call: CSPAC, PO Box 200601, 2500 Broadway, Helena, MT 59620-0601, (406) 444-6576.